

**STRATFORD PUBLIC LIBRARY BOARD
MINUTES OF A MEETING
TUESDAY, JANUARY 19, 2010**

MEMBERS OF THE BOARD PRESENT:

Ted Boniface Anita Gaffney
Paul Rempel Keith Culliton
Patty Mann Susan Fox

REGRETS:

Geoff Williams
Frances Brennan
Peter Brooks

MEMBERS OF THE STAFF PRESENT:

Sam Coghlan, Library Director
Wendy Hicks, Deputy Director
David Harvie, Associate Director
Cathy Perreault, Recording Secretary

1. CALL TO ORDER:

The meeting was called to order in the lower floor program room by Library CEO, Sam Coghlan 7:05 p.m.

2. ELECTION OF CHAIR:

Sam Coghlan opened the floor for nominations for Chair of the Library Board.

2010-01 Moved by K. Culliton, seconded by P. Rempel to nominate Ted Boniface.
Moved by P. Rempel, seconded by K. Culliton to close nominations
CARRIED

Ted Boniface was acclaimed as Chair of the Library Board.

Chair Ted Boniface now took over the meeting. The floor was opened for nominations for Vice Chair.

2010-02 Moved by K. Culliton, seconded by P. Mann to nominate Geoff Williams.
Moved by K. Culliton, seconded by P. Mann to close nominations.
CARRIED

Geoff Williams was acclaimed as Vice Chair of the Library Board.

3. CHAIRPERSON'S REMARKS:

Ted Boniface thanked the Board for their continuing support.

4. DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

Susan Fox – expense voucher.

5. APPROVAL OF THE AGENDA:

2010-03 Moved by P. Mann, seconded by A. Gaffney that the agenda be approved.
CARRIED

6. BOARD EDUCATION:

David and Wendy demonstrated the new E book collection which has been made possible from a grant by Perth Community Futures Development Corporation.

7. APPROVAL OF THE MINUTES OF NOVEMBER 17, 2009:

2010-04 Moved by K. Culliton, seconded by S. Fox that the minutes of November 17, 2009 be approved. CARRIED

8. **BUSINESS ARISING FROM THE MINUTES:**

Sam is still compiling the information regarding the core services review comparators.

9. **BUSINESS OF THE BOARD:**

- 9.1 The following appointments currently apply:
- 9.1.1 Friends liaison – Anita Gaffney
 - 9.1.2 Foundation liaison - Susan Fox
 - 9.1.3 PCIN Board – Paul Rempel and Geoff Williams
 - 9.1.4 SOLS trustee – Ted Boniface
 - 9.1.5 Planning Implementation Committee – Geoff Williams (chair), Anita Gaffney, Paul Rempel, Patty Mann and Ted Boniface (ex-officio)
 - 9.1.6 CEO Performance Review – Ted Boniface, Paul Rempel, Geoff Williams

**2010-05 Moved by K. Culliton, seconded by P. Mann to continue all existing appointments.
CARRIED**

- 9.2 Planning Implementation Committee: The main thing discussed at the meeting was the need for a new strategic plan. Carry over money from the 2009 budget allocated for the building study will be spent towards a needs assessment to assist in this project.
- 9.3 Report from the Foundation: Are currently looking for a new auditor for their accounts. They are inviting Rob Lavery from SOLS to speak to them regarding planned giving.
- 9.4 Report from the Friends: Anita encouraged all board members to show their support of the Friends by either paying a membership fee or sponsoring a magazine. The Friends have expressed their gratitude to Susan for hosting the holiday social and their inclusion in the event.
- 9.5 Report from PCIN: PCIN has recently seen the official launch of BiblioCommons and the joining of St. Marys Public Library. PCIN was partially successful in their application for a grant regarding Cultural Mapping and is working with Perth County Visitors Association on this project.

10. **CEO MONITORING REPORTS:**

The 2010 operating budget was discussed with the options presented to achieve a 0% increase.

**2010-06 Moved by K. Culliton, seconded by P. Rempel that management continue to investigate possible ways to reduce the operating budget to a 0% increase.
CARRIED**

2010-07 Moved by A. Gaffney, seconded by P. Rempel to approve a 2% increase to wages effective January 1, 2010. CARRIED

2010-08 Moved by K. Culliton, seconded by P. Mann to approve the draft capital budget and forecasts as presented for submission to City Council. CARRIED

2010-09 Moved by S. Fox, seconded by P. Rempel that the Stratford Public Library Board:

- i) values the programs delivered by Knowledge Ontario**
- ii) supports Knowledge Ontario’s request for sustainable funding from the provincial government, and**
- iii) will send a letter to the Minister of Culture emphasizing these points.**

Sam will send a letter showing the Boards support for Knowledge Ontario.

CARRIED

2010-10 Moved by A. Gaffney, seconded by P. Mann to approve the recommended holiday closures for 2010 and to January 3, 2011 CARRIED

2010-11 Moved by P. Rempel, seconded by A. Gaffney to approve the CEO’s Monitoring Reports. CARRIED

11. **CORRESPONDENCE:**

Sam is in discussion with Perth South in regards to this matter.

12. **OTHER BUSINESS:**

Discussion arose regarding board member attendance. As per the Public Library Act and the Board bylaws Ted will be informing Frances Brennan that her seat on the board must be declared vacant. Sam will inform the City Clerk so that she can initiate the process for filling the vacancy per the Public Libraries Act.

13. **CONFIRMATION OF DATE AND TIME OF NEXT MEETING:**

Next Board meeting will be Tuesday, February 16th at 7:00 p.m., Library Auditorium

14. **ADJOURNMENT:**

2010-12 Moved by A. Gaffney that the meeting adjourn at 8:45 p.m.

Ted Boniface, Chair

Sam Coghlan, Secretary